

**National Yunlin University of Science and Technology**  
**Application Form for Replacement of Thesis/Dissertation Advisor**

<b>Department/ Institute</b>		<b>Application Date</b>	<i>year/month/day</i>
<b>Student Name</b>		<b>Student ID</b>	
<b>Member to be Changed</b>	<input type="checkbox"/> Change of Advisor <input type="checkbox"/> Change of Co-advisor <input type="checkbox"/> Cancellation of Co-advisor		
<b>Chinese Title of Thesis/Dissertation</b>			
<b>Advisor (Should be a full-time faculty of the school)</b>	<b>Name of New Advisor</b>		<b>Title</b>
	Approve by in the Department Council (please see Note 3 for details) in Year/ Month /Day		
<b>Co-Advisor</b>	<b>Name of New Co-Advisor/ Title</b>		<b>Certification Number</b> (Required for those who are not full-time teachers of the school)
	<b>Affiliation</b> (Required for those who are not full-time teachers of the school)		<b>Contact Number</b> (Required for those who are not full-time teachers of the school)
	Approve by in the Department Council (please see Note 3 for details) in Year/ Month /Day		
<b>Signature of former Advisor</b>		<b>Signature of New Advisor</b>	<b>Signature of the chair of the home Department</b>
<b>Signature of former Co-Advisor</b>		<b>Signature of New Co-Advisor</b>	

<b>Notes</b>	<p>1. Graduate students who have completed the reporting of their thesis title and advisor in the "Thesis Title and Advisor Submission" system, should fill out this form if, due to special reasons, change of advisor is needed. (including the advisor's resignation or retirement).</p> <p>2. Changing the advisor is considered equivalent to re-submitting the thesis. (Students who change their main advisor cannot apply for a degree examination in the same semester).</p> <p>3. In the "Department Council Approval" Column (Please consult department staff for the date).</p> <p>For master's students, it is not required if the advisor holds the title of Assistant Professor or higher. For doctoral students, it is not required if the advisor holds the title of Associate Professor or higher.</p> <p>Advisors without exempt status should fill in the date. Failure to report the date will result in the inability to evaluate degree examination results, and only attendance will be permitted.</p> <p>After being signed by the former advisor, new advisor (if there are co-advisors, both the former and new co-advisor's signature shall be obtained, if not, the columns can be left blank), and the chair of the department, the form should be submitted to the department office for consolidation and reference. The department office shall submit a photocopy of the form to the Curriculum and Teaching Division of the Office of Academic Affairs for reference (1st floor of the Administration Building). The department office will be notified after the Curriculum and Teaching Division completes the advisor change process.</p>
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Documented May 2020

Office of Academic Affairs Processing Completion Date: